# ICCH 2022 Oral and poster presentations – submission guidelines

In the submission form, you can select your work to be considered for (1) either a poster or an oral presentation, or (2) a poster presentation only. Oral and poster presentation abstracts relate to communication in health care and can consist of any of the following:

- **Research**; describing research projects
- **Teaching/Assessment**; describing novel curricula, teaching, evaluation or assessment strategies, or instructional materials related to teaching/assessment of health professional learners
- **Policy or practice;** describing policy initiatives, implementation strategies, guideline development, panel studies (e.g. Delphi) and practical testing of new directives

Please note that while it is acceptable to submit abstracts with preliminary rather than full results available, a lack of results limits the ability of reviewers to fully assess the impact/significance of the work, and such submissions are likely to receive lower scores. Both 'Teaching/Assessment' and 'Policy and practice' abstracts should present evaluation data if available to indicate the effectiveness of the intervention.

If your abstract gets accepted for an oral presentation, you will be asked to prepare a 9-minute presentation, followed by 4 minutes of discussion. If your abstract is accepted for a poster presentation, you will be asked to prepare a poster. A selection of poster presenters may be invited to provide a pitch of their work during the conference. Submitters of a selection of top-rated posters will be invited to do a poster pitch during the conference.

**Works in Progress:** It is possible to qualify for a 'Work in progress' (WIP) presentation. WIP are to enable students, trainees, and junior faculty to present about projects that are still in progress and that do not yet have final results. WIP presenters are asked to prepare a 7-minute presentation, which is followed by 8 minutes of discussion time, to obtain focused feedback. If you opt to qualify for a WIP presentation in the submission form, you will be asked to provide specific questions for feedback on your work.

## Fields for completion within the electronic form

The electronic form will contain 6 areas: title, author details, category, work status, topic(s), and body. The body will be a blank unstructured form.

- ***Title:*** A title of 100 characters (including spaces) or less
- ***Author(s) details:*** For all authors - title, first and last names, email address, department and institution. Indication of who will bethepresentingauthor.
- ***Category:*** Research, Teaching/Assessment or Policy/practice.
- ***Status***: Work in progress or regular presentation: Option to qualify for a Work in Progress presentation.
- ***Topic(s):*** You will be asked to select at least 1 and up to 3 from a list of submission topics, that best describe your work.
- ***Body:*** The body of the structured abstract should be limited to 300 words (submissions exceeding this word limit will not be processed) and include the following headings according to the type of project:

Research

- Background: Describe relevance and state primary objective, including main research questions, aims or hypotheses to be tested.

- Methods: Include design, participants, method of data collection and analysis.
- Findings: Include a summary of the main results/findings. Note that it is not acceptable to refer to 'results will be discussed'.
- Discussion: Discussion of the (possible) innovative contribution to, or implications for, communication in health care.

### Teaching/Assessment

- Background: Introduction describing the relevance and institutional context and educational objectives.
- Methods: Developmental approach; Instructional, evaluation or assessment methods.
- Findings: Include a summary of the evaluation data to indicate the effectiveness of the intervention. Note that it is not acceptable to refer to 'data/evaluation will be discussed'.
- Discussion: Discussion of the (possible) innovative contribution to, or implications for, communication in health care.

### Policy& Practice

- Background: Introduction describing the relevance and context, including clear problem statement and objective of the policy/practice innovation.
- Methods: Description of policy or practice innovation, implementation strategy, guideline development or panel study.
- Findings: Evaluation data to indicate the effectiveness of the innovation, if available.
- Discussion: Discussion of the (possible) innovative contribution to, or implications for, communication in health care.


**Review criteria**

Oral and Poster presentation submissions will be evaluated according to:
1. Relevance and importance for healthcare communication research
2. Innovative in healthcare communication research, teaching or policy/practice
3. Clarity of the objectives
4. Appropriateness, quality and clear description of methods
5. Clear description of the findings
6. Discussion of the meaning of the findings for communication in healthcare
7. Overall clarity of the abstract.